

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: August 12, 2025



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**Recognition:**    Students                       Staff                       Parents  
**Information:**    Building Report                       Old Business                       Superintendent's Report  
**Action:**    Resignation                       Hiring                       Contract Service Agreements  
                     Travel Out-of-State                       Travel In State                       Approvals  
                     Termination                       Legal Matters                       Other:  
                    This action request pertains to    Elementary (only)                       High School/District Wide

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**Date:**   08/05/25

**To:**   Rebecca Rappold  
            Superintendent of Schools

**From:**   Bev Sinclair  
**Title:**   Director of Human Resources

**Subject: Hiring: Child Care Aide 1**

**Description:** Brittney Burns is recommending the following hire pending successful completion of pre-hire process:

👤 Jamie SpottedEagle; Child Care Aide I

**Financial Impact:** \$17.85, L1/S0 (\$18.46, L1/S1 – after successful completion of 90-working-day probationary period)

**Funding Sources:** Salaries, benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

**Attachment(s):** Hiring Selection Report

**Superintendent Action:**    Approved    Denied    Deferred   Initial & date: \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**    N/A (Info)    Approved    Denied    Tabled: \_\_\_\_\_



## Browning Public Schools Hiring Selection Report

|  |                                  |  |  |
|--|----------------------------------|--|--|
| Position<br><b>Child Care Aide I</b>     |                                  | Applicant Recommended<br><b>Jamie SpottedEagle</b> |  |
| Department/Location<br><b>Child Care</b> |                                  | Supervisor<br><b>Brittney Burns</b>                |  |
| Type of Position<br><b>Classified</b>    | Starting Date<br><b>08/18/25</b> | Term<br><b>2025-2026 SY</b>                        |  |

|   |                |               |
|---|----------------|---------------|
| <b>Recruiting.</b> Date Posted: 07/2025 | Re-advertised: | Closing Date: |
| Comments:                               |                |               |

| No. | Applicants Name<br>(Alphabetical by Last Name) | Date<br>Application<br>Received | Minimum<br>Requirements<br>Met? | Date Interviewed |
|-----|--|---------------------------------|---------------------------------|------------------|
|     | CalfLooking, Miran                             | 08/04/25                        | Yes                             | 08/06/25         |
|     | Kipling, Monica                                | 08/04/25                        | Yes                             | 08/06/25         |
|     | OldChief, Doreen                               | 08/04/25                        | Yes                             | 08/06/25         |
|     | SpottedEagle, Jamie                            | 07/31/25                        | Yes                             | 08/06/25         |
|     | Wells, Eleanor                                 | 08/04/25                        | Yes                             | 08/06/25         |

| Interview Committee | Title                    | Name | Title |
|---------------------|--------------------------|------|-------|
| Brittany Burns      | Child Care Director      |      |       |
| Jennifer Wagner     | Assistant Superintendent |      |       |
| Monique Rivas       | Child Care               |      |       |
|                     |                          |      |       |

**Recommendation:** Jamie received an excellent score for her interview. She some has experience as a personal care attendant for mature clients; both at home and in a professional setting and will make a good addition to the Child-Care team.

| Pre-Employment Requirements               | Date Initiated | Completed?<br>(Y)es (N)o | Results Received<br>(Negative = OK) |
|---|----------------|--------------------------|-------------------------------------|
| Drug Test                                 | Scheduled      | No                       |                                     |
| State & Federal Criminal background check | Scheduled      | No                       |                                     |
| Tribal Background check                   | Scheduled      | No                       |                                     |

|                         |                         |                         |
|-------------------------|-------------------------|-------------------------|
| Salary: \$17.85/\$18.46 | Placement: L1/S0; L1/S1 | Contract Days: 187 Days |
|-------------------------|-------------------------|-------------------------|

Prepared by:     Bev Sinclair     Date 08/06/25 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_